

Meeting Minutes from 4/9/21 Transition Team Meeting

Attendees:

1. Bill
2. Dan
3. Tracie
4. Dennis

Discussion:

1. Dennis gave his concurrence of having Gibran (elder) on the Search Team
2. Dennis shared how his first week went at Laurelwood. Overall, things went well. He mentioned that on 5/14 there will be an elder retreat, where there will be several strategic agenda items discussed
3. Tracy wants to make sure we have all age groups represented. We talked about the number of search team members. We should try to have an odd number. 7 is a good number
4. Discussed potential search team members. We chose the following people in the 3 age groups that we want represented.
 - a. 20s-30s Sana Rheume (Tracie to contact)
 - b. 40s-50s Alison Deviney (Dan to contact)
 - c. 60+ Doug Goostree (Bill to contact)
5. As far as time commitment for the search team members, plan on one meeting per week, and the intensity/workload will increase as we get down to final candidates.
6. Target meeting time - Sundays at 3 pm
7. Target first meeting - Sunday, May 2
8. Dennis asked if the Transition and/or Search Team will be instrumental in developing the pastor and church profiles. The Transition/Search Team will likely be heavily involved in developing these profiles, in partnership with the elders. CVNW will also likely be involved in generating these profiles
9. We talked about having a pastoral coaching session with CVNW on 5/16. This will cover pastoral placement and church/community/pastor profiles
10. Discussed the timeline for the next couple months, as follows:
 - a. 4/9-5/1 - Formation of Search Team
 - b. 4/25 - CVNW presents report to leaders and congregation
 - c. 5/2 - Commission Search Team at church

- d. 5/2 - Initial Search Team Meeting. Tracie to put together a potential agenda.
 - e. 5/16 (pending CVNW confirmation) - CVNW coaching session - discuss pastor/church/community profile and pastor placement program/software
 - f. 5/16-6/6 - Generate profiles
 - g. 5/25-5/27 - Season of prayer
 - h. 6/6 - Target profiles completion, ready to present to elders
 - i. 6/9 - Target job posting, upon approval of elders of all the profiles
 - j. 6/10-7/7 - Job posting open, search team processing applicants
 - k. 7/7 and beyond - process the candidate search per the LBC search handbook
11. Dennis mentioned that Mike Lewis wanted to be involved with the team training. Dennis suggested that he meet with Bill, or possibly Tracie/Dennis individually for this. Bill to connect with Mike on this
 12. Dennis talked about the importance of sub-committees, including:
 - a. Prayer Committee
 - b. Hospitality Committee
 - c. Finance Committee or Liaison to review housing in the area and provide that info to candidates
 13. Tracie asked Dennis what resources should be used for posting the job. Dennis mentioned churchstaffing.com is a good resource. This will be discussed more with the Search Team
 14. Talked about having a season of prayer in late May. Tentatively scheduled 5/25-5/27. Bill to talk to Becky about coordinating this
 15. We discussed the prospect and effects of internal candidates
 16. Bill asked the team's thoughts on posting meeting minutes online. The team agrees we should include those, but redacted for confidentiality.

Actions:

1. **Bill** - Send LBC history document to the team
2. **Bill** - Reach out to CVNW to see if they can do a coaching session on 5/16
3. **Tracie** - Put together and send Bill, Dan, Dennis a potential agenda for the initial search team meeting. One agenda item should be determining the roles of each team member. Also, discuss confidentiality
4. **Bill** - Connect with Mike Lewis about the training that Mike wanted to be involved with and possibly gather insight that Mike was interested in providing
5. **Tracie** - Put together a "skeleton" pastoral profile for us to review, update if needed, and present to elders. Note: there will be more added to this profile after 4/25 when CVNW provides us with their report
6. **Bill** - talk to Becky about coordinating a Season of Prayer 5/25-5/27
7. **Bill** - redact and post prior Transition Team meeting minutes online

8. **Bill** - Respond to Steve Jones' e-mail about timeline questions
9. **Bill, Tracie, Dan** - contact the potential search team members assigned during this meeting